



BUILDING PERMIT APPLICATION INFORMATION

Application Types/Fees/Attachments

Building Permits

Plan Processing Fee	
20% of the estimated Building Permit Fee.....	\$40.00
Minimum fee of \$50.00, Maximum fee of \$10,000.00	
Building Permit Fees	
For the first \$5,000 of contract value.....	\$98.00
For each \$1,000.00 of contract value from \$5,000.00 to \$20,000.00.....	\$14.00
For each \$1,000.00 of contract value from \$20,000.00 to \$50,000.00.....	\$8.25
For each \$1,000.00 of contract value over \$50,000.00.....	\$7.00

Special Permit Services

For evaluation of plans, specifications, building materials, appliances, systems, equipment, methods of design and construction pursuant to Subsection 2.5.1 of the B.C. Building Code:	
For initial evaluation.....	\$225.00
For each hour or part thereof, which exceeds one hour.....	\$113.00
For issuing of a partial permit in addition to the permit fee for the full project:	
For a partial permit.....	\$200.00
For issuing of a permit for work which has already started.....	2x Permit Fee
For Certified Professional or similar project.....	to be determined
Re-inspection due to faulty work or materials, per hour or part thereof.....	\$60.00
Special inspection during normal business hours, per hour or part thereof.....	\$60.00

Notes

- Words in italics are as defined in the B.C. Building Code or the UBC Development & Building Regulations.
- All fees must be paid before a Permit is issued or becomes affective.
- Fees may be paid by cheque or money order made payable to the University of British Columbia, an Internal Requisition payable to Campus and Community Planning (Development Services) or other acceptable forms of payment.
- Goods and Services Tax and Provincial Sales Tax are not payable on permit fees.

Application Fees are Non-Refundable

ATTACHMENT GUIDE

To be submitted with the Application:

- A complete Building Permit Application Form.
- Four (4) sets of Documents prepared in accordance with the requirements of the B.C. Building Code plus additional information as may be reasonably requested by the Authority Having Jurisdiction. Documents shall be sealed and/or signed and sealed where the services of a *registered professional* are required.
- Completed Schedules A, B1 and B2 from the B.C. Building Code for projects requiring the services of a *registered professional*
- A statement of the *permit value*, where this is known.
- For renovation projects, an analysis of the value of the renovation expressed as a percentage of the current value of the building.
- Written approval from the Provincial Fire Commissioner, where such approval is required.

To be submitted before a Permit will be issued:

- A statement of the *permit value*, where this was not previously submitted.
- A cheque or money order for the amount of the Building Permit Fee.
- A copy of a receipt from the Associate Director, Facilities, and Services for the required Damage Deposit.